

Community Education Council District 32 Meeting

CALENDAR AND BUSINESS MEETING MINUTES

April 23, 2020

6:00 PM

CEC D32 Office
797 Bushwick Ave
Brooklyn, NY 11221

Type of Meeting	Calendar and Business Meetings		
Note Taker	Stacie Johnson, Recording Secretary		
Attendees		Calendar Meeting	Business Meeting
	Martha Bayona	Present	Present
	Joanna Fuentes	Present	Present
	Stacie Johnson	Present	Present
	Yashaira Longras	Absent (excused)	Absent (excused)
	Maria Lopez	Present	Present
	Wanda Nunez	Present	Present
	Samuel Olivares	Present	Present
	Desines Rodriguez	Absent (excused)	Present
	Renisha Westbrooks	Present	Present
Quorum	Met		

Monthly Calendar Meeting: 6:10 PM

- Call to order and roll call: Stacie Johnson, Wanda Nunez, Samuel Olivares, Renisha Westbrooks, Martha Bayona. Late: Joanna Fuentes, Maria Lopez. Absent: Yashaira Longras (excused), Desines Rodriguez (excused). Present as well, are the Executive Superintendent Karen Watts; district parents, including Jennifer Colberg (P.S./I.S. 384), Jazzy Rivera, President of the Presidents' Council, Maria Gomez, and Marlene; Principal Moncayo; another principal; Ms. Mejia; and the CB4 Youth and Education Committee Chair Virgie Jones.
- CEC32 President Report and Announcements:
 - a. The Education Council Consortium, The Coalition for Educational Justice, Include NYC and The CACF, and GSS wrote a letter to Mayor de Blasio and Chancellor Carranza asking for the creation of a Task Force for Remote Learning. Members of the CEC32 signed the letter in support, together with other Elected Officials. On April 13th we discussed the content of the letter with the chancellor via a virtual meeting, some of the topics were:
 - i. Creation of a taskforce with two working groups, one focused on supporting students with disabilities, the other one focusing on supporting Multilingual Learner Students
 - ii. The need to have a Centralized guidance on:
 - Attendance
 - Promotion
 - Clarity on "engagement": If a student doesn't have a device, how is the school engaging with the student?
 - Non-English-speaking families having many difficulties with the iPads; who is helping with technology?
 - Student Discipline
 - iii. Equity and Access have not been present with MLL, Students with disabilities, and homeless students.
 - iv. Bring Dial A Teacher back.

Some of the answers the chancellor gave were:

- There are ongoing conversations with UFT to bring Dial A Teacher back.
- The state is allowing local school districts to come up with a plan regarding Promotion. Conversations with UFT, SCA are happening. Students will not be penalized due to the pandemic.
- The state cancelled the regents exams.
- Deputy Chancellors Robinson and Acting Deputy Chancellor Austin are involving Parent Coordinators, guidance counselors, psychologist to support families.
- Suspensions and hearings are suspended. Restorative practices are in place. Schools should not be sending letters to families about suspensions and attendance.
- IEP meetings are being done virtually.

- The chancellor is open to have the Task Force form with many parents and different organizations.

If you want to read the letter sent to the Mayor and Chancellor, please visit our website at: CEC32.org

- b. These are some updates shared by the Chancellor last week:

Academic Policy, Performance and Assessment Grading

- **How should schools handle late or missing work during remote learning?** Existing NYCDOE policies and school-level grading policies apply regarding late or missing work. When the students miss remote learning sessions, teachers should give students reasonable chances to make up missed work before final grades are determined.
- **How should schools communicate expectations for academic integrity during remote learning?** As during traditional instruction, schools must communicate their expectations for academic integrity to students and families. Schools must provide clear directions about whether students are expected to complete specific assignments independently or with a group, and whether students are permitted to use outside resources.

Promotion

How will the transition to remote learning impact promotion decisions? Student promotion decisions in grades Kindergarten through 8 are based on a holistic review of student work to determine whether they have mastered the skills for the next grade level in specific subject areas. For grades 3-8, schools set their own grade-level promotion benchmarks based on multiple measures; most grade 8 students must also pass their core courses. Promotion decisions must be based on academic progress, and attendance may not be used as a factor in student promotion decisions. Schools should anticipate making promotion decisions in June as they normally would.

For high school students, promotion decisions are based on credit and exam completion.

April 16 Parent Town Hall: NYCDOE's Covid-19 Response organized by the Coalition for Educational Justice and the Education Council Consortium

At this Town Hall meeting, many families throughout the city expressed:

- Frustration with remote learning,
- Non-English-speaking families aren't able to get interpreters to help them with their children.
- Families with 4 or more kids struggling to keep up with the demands of remote learning. Some families are working from home and at the same time helping their children with remote learning.
- D75 students not receiving services
- There must be a communication from central regarding policies.
- Inconsistencies with remote learning, some teachers are demanding the students to log with a lot of homework. Others are not even teaching.
- The social emotional is not working. Families are under a lot of stress without support.

April 21st: CEC meeting with the office of the Public Advocate Jumaane Williams: This meeting was to discuss issues that every district is having due to the remote learning. The meeting with the Public Advocate will be on April 30th.

Last week the DOE released their budget with **\$150 million cut this fiscal year (which ends on June 30, 2020)** and \$470 million cuts in FY 2021 (July 1, 2020 – June 30, 2021).

The NYC DOE has launched a Remote Learning Survey for parents/guardians and students from 6th to 12th grade. This survey will be open from April 17th to May 1st. To complete the survey visit: <https://www.schools.nyc.gov/RLsurvey>

We need our families to please fill up this survey. The survey is in 9 languages.

Also, parents please complete the Education Council Consortium's survey to give your input about grading policies during remote learning. To complete the survey, please visit: <https://tinyurl.com/NYCRLGradingPolicy>

These links are also posted at CEC32.org.

- Superintendent Sheila Gorski's Report: please see report titled "The Superintendent's Spotlight"
- Report of Committees
 - a. Afterschool Committee: Samuel Olivares, Chair: please see presentation titled "Afterschool in D32"
 - b. IEP Committee: Joanna Fuentes, Chair and IEP Representative: We were able to have our first meeting on February 10th, which was our IEP Committee's first meeting. It went well. We had come up with a mission statement. I came up with a short mission statement that I will forward to everyone.

A Message from the IEP Committee

The District 32 Community Education Council and the Office of Special Education at the Brooklyn North Borough Office have partnered in an effort to ensure that we would collaboratively provide information to our families on special education.

As in all collaborations, we must honor the mission of our respective offices. As such, it is agreed that all sessions presented to our families in District 32 will include but will not be limited to ensuring that our parents are:

- a. Engaged in the process
- b. Educated throughout each session with the provision of information for their continued growth in the understanding of Social Education
- c. Empowered in understanding their rights and responsibilities as parents of children with disabilities

Each topic discussed will have three outcomes for our audience:

For the first session, "Access to Information", our parents will learn:

- a. The responsibilities of the school and its educators if their child is falling behind
- b. Who to speak to in order to share their concern
- c. Understand the benefits of Special Education in supporting their child's educational success

I believe that for this to succeed Collaborative Planning is crucial for absolute success. Unfortunately, we are now in the COVID-19 world, working from home and unable to determine when the first sessions will be taking place. I wanted to recommend online workshops. It would be great if we collaborate together to push online workshops. However it is with absolute certainty that as soon as we return back to school, whether it is prior to the end of the semester or at the beginning of the new 2020 - 2021 school year, we will once again work together in order to see the sessions come to life. This in terms of workshops with parents. I have been in communication with parents due to the coronavirus. They have been calling me about their yearly IEP recertification update and what they should do moving forward.

- Public comment

- a. Samuel Olivares, CEC32: *Some adults with no children are having issues accessing food in schools. Some are being told that they cannot receive food because they do not have children. Is there a way to let staff in these grab-and-go meal locations know that everyone can request three meals? There are others who have ran out of meals by noon. Have you heard how this program works in our district? Thank you for the work and allowing our community to access these meals in Bushwick.* Superintendent Sheila S.-Gorski: We have eleven grab-and-go meal food hubs that give three meals to anyone who goes to pick up the meals. There should not be any questions asked or any comments made about who has children or does not. If that is happening, the Supt. would need more specific information about those sites so that it may be communicated to Central DOE. If the sites are running out of food, more needs to be provided and more can be delivered if needed.
- b. Esra Elshafey, Teq: *My name is Esra Elshafey, and I am an Academic Strategist here at Teq (Technology Education/STEM Company). We have worked with over 45+ District 32 schools in these past five years alone. We wanted to share that we have made our OTIS platform free. We are also setting up our ask OTIS chat box, to assist any teachers or school leaders whom have any questions or need support with ANYTHING at all.*

There are two pathways to getting an account (as outlined below):

- 1) *Any individual can sign up*
- 2) *Or District 32 can sign up for all of their teachers can fill out the form at the link and get a group code from us that they can share with all of their teachers. We will need information from them to generate the code.*

Here is the website that outlines a few more free OTIS resources: <https://www.teq.com/remote-learning/>

As the Professional Development team (whom are all certified teachers!) creates more resources and information to help, those resources will be added here. There is currently our four webinars, a list of things companies are offering for free, information on cleaning devices, good resources, and our blog. This will be updated with lessons and activities for students as we develop them.

Happy to chat about this further, and give a more formal presentation of the free resources we have to support District 32 schools as they transition to emergency remote learning environments.

Please feel free to reach out with any questions, thoughts, or if ANYONE needs any support – we are here to help.

*With gratitude,
Esra Elshafey*

Superintendent Gorski took note of the website and will contact Teq. She thanked them for the support.

- c. Stacie Johnson, CEC32: *Do you think we will be able to have ASPIRA again next year in P.S. 151? Principal Jayne Hunt, P.S. 151: the ASPIRA afterschool grant that we had was applied via the ASPIRA NYS Grant. Hopefully the five-year contract will continue*

for the year 2020-2021. Superintendent Gorski added that this is the fifth year of the grant for P.S. 151 and other principals with similar grants. All grants are currently on hold, however, until more information about the budget is provided.

- d. No questions from the interpretation room.
- e. Martha Bayona, CEC32: *At the local grab-and-go meal sites, some schools are running out of meals by noon. Families are getting small snacks, a box of cereal and milk, for example, not yet a sandwich. While I have visited other schools that are more equipped and there are no questions asked, others do ask how many children need the food (although we know by the Mayor's order that any adult can request the meals between 11 AM and 1 PM). No one distributes the food at the door. There are containers with the food and the security guards indicate that families can take as much as they need. Our families are struggling. We have families that are financially stable but also families that are undocumented and face a language barrier that affects them with remote learning and also to get resources in Bushwick. I also want to bring to the Superintendent's attention what Member Stacie Johnson has brought up before: Some meal hubs in Ridgewood were closed and families are coming to Bushwick for the food. It would be good to have enough food in our schools to provide to the public.* Superintendent Gorski proposed addressing this concern during the Office's biweekly call with the CEC the day after.
- f. Stacie Johnson, CEC32: *I found that there's very few meal hubs in Ridgewood and I am hoping we can work on having some sites in Ridgewood. That way it will not be so hard on some of our sites here in Bushwick. I am concerned looking forward since some families are getting their 3K, pre-K, and kindergarten announcements this week about which schools they have gotten into. I would like you to talk about how families will be enrolling and registering because I know that happens in spring in person. Can we make sure that if a family calls a school to ask questions before they decide what school they want to enroll their child in, that the school can reach out to those families to answer those questions so they can make those decisions?* Superintendent Gorski: Supt. Gorski will reach out to a representative from Ridgewood (D24) so that they can address their concerns with their meal hubs. The Superintendents' Offices recently met with the Office of Student Enrollment and most provided feedback on the way incoming students will be registered. Students will be put into a 000 class in the ATS system, which principals can have access to in order to then place students into classrooms. At this time, principals have access to ATS and are making sure that the name of the students and their information are uploaded to ATS, which takes about 24 hours to refresh. Students coming in during the last 3 months of school will be assigned to 000 classes. The process remains virtually the same and students will go into a waitlist if their classes are full, which is entered into the system by Central and can be accessed by the school secretaries. The secretaries, however, do not have an ATS printer, so they cannot print the reports. This still allows the school to have the student in the system and to identify them.

Do families have any way to get in touch with a school's principal or parent coordinator if they want to ask questions prior to enrolling their child into a school? Superintendent Gorski: The Supt.'s Office is compiling a list of the parent coordinators' email addresses to publicize. The district's Family Leadership Coordinator, Alice Nieves-Garcia, has been working with parent coordinators to ensure that they are speaking with parents. If families do not have their parent coordinator's email address, please reach out to Ms. Nieves-Garcia. In case you are not able to reach her, please reach out to other staff at the Supt.'s Office. The best way to connect with the Superintendent is through Ms. Elizabeth Fernandez, Administrative Assistant. Ms. Walch and Nieves-Garcia work with families and are able to help parents that are coming into NYC. Incoming families can contact 311 to enroll in a school and our Family Welcome Center, which may also offer information about offers and waitlists. After offers are released, the FWC staff can assist families change schools, transfer, and more. They serve families in different languages. Mr. Purus added that, since all schools are closed, none might connect families with a representative, but the District Office's line is being attended.

Ms. Shaila Walch, Family Support Coordinator added that some local business and restaurants are offering three free hot meals per day to community residents. One restaurant is called 191 Knickerbocker, near the Maria Hernandez Park 191knickerbocker.com). Some are opening restaurants three days out of the week to offer three hot square meals for community members in Bushwick. Superintendent Gorski added that her Office emailed all principals a list of pantries near the community.

- g. Martha Bayona, CEC32: Please visit the CEC32.org website for information and resources, including a link to an organization called Mutual Aid Bushwick, which is working with families to help pay their rent, buy groceries, and volunteering to buy and deliver food to those who are sick and cannot leave their homes. The reports and information shared tonight are also posted on the website.

- Adjournment: 7:44 PM

Business Meeting: 7:45 PM

1. Call to order and roll call: Martha Bayona, Joanna Fuentes, Stacie Johnson, Maria Lopez, Wanda Nunez, Samuel Olivares, Renesha Westbrooks Late: Desines Rodriguez. Absent: Yashaira Longras (excused).
2. Approval of minutes (2 min): All members present approved the minutes for January 16, 2020 and February 27, 2020 as distributed.
3. Members' report (1 min per member – 9 min)
 - a. Martha Bayona:
 - i. April 21, 2020: 32K291 SLT Meeting: Discussed remote learning, what types of programs they are using, and how they were assisting families who still need a device, as families were still short on devices. Parents were engaged, asked questions using the chat box, and translation was provided.
 - b. Renesha Westbrooks:
 - i. April 23, 2020: DLT Meeting: Discussed much of what the Supt. mentioned in the Calendar Meeting. There is a new CEP template but schools are only able to modify their CEPs on the iPortal at this time for the 2021 school year. All

funding is pending, including an initial Imagine Schools allocation to 32K116 and 32K274, the My Brother's Keeper program, and other grants are on hold.

- ii. April 22, 2020: High Schools Family Forum: The forum had about 300 attendees. It went over budget deficits and announced that \$380 million had been recouped from an unknown source. The later will be used to mitigate the effects of the upcoming budget cuts next year. The Office could not provide the number of students in D32 who needed remote learning devices or how many received one. Some families have not received them because incorrect addresses were provided. The request deadline today is only for families who wish to receive a device prior to the end of April 2020, but requests will continue to be accepted.
 - iii. April 23, 2020: 32K075 SLT Meeting: Discussed the school's instructional plan and the virtual platforms that they are using, including Google Meet, Class Dojo, and Flipping the Classroom. They are also using Pupil Path, iReady, and pre-recorded lessons etc.
 - iv. April 21, 2020: 32K045 SLT Meeting attended as a parent, not in capacity as a CEC member: The school received a grant from the Borough President's Office of \$350,000 and purchased technology, tools, and resources.
- c. Stacie Johnson:
- i. April 23, 2020: 32K151 SLT Meeting: Discussed remote learning progress, class schedules, and the amount of work provided by teachers compared to the feedback that they provide to families. Parents suggested that teachers slow their pace and provide more feedback. Parents also stated that student iPads for remote learning were not allowing families to play YouTube videos and had questions about PTA/PA meetings and the upcoming PTA/PA elections, especially because the current president will not be in the position in the upcoming year. PTA/PA presidents and parent coordinators are waiting to have a conversation with FACE or the Presidents' Council. At the school, there are about 300 to 400 families picking up food. Regarding registrations, the principal understood that families would go the borough's Family Welcome Center to register, but have not yet decided how the school be reached out to for questions. In the meantime, they are posting much information for prospective families on their website. The school is also holding parent workshops and have a weekly coffee with the principal virtually.

Regarding PTA/PA meetings, Mr. Wieser explained that PTA/PA's waiver waived the necessity for PA executive boards to meet monthly and for PTAs to meet nine times during the year. They can still meet but they must follow their bylaws and the Chancellor's Regulations A-660. If they do not specify that they can conduct business online, that makes elections tricky. This is why the DOE is working on more waivers to make that happen.

4. Treasurer's report: The CCECs budgets are frozen and the Councils have not been able to do any purchases. All members, please submit your reimbursement forms until the month of March. At this point, however, submitted reimbursement requests have not been approved due to a system error.
5. Old business: Unfinished agenda items of Thursday, February 27, 2020 (updates as of April 23, 2020)
 - a. Steven Wieser: CEC Roles and Responsibilities: The biggest responsibility is to hold a monthly meeting. CCECs also advise the Chancellor and Panel for Educational Policy on matters concerning the district they represent, attend trainings to better inform discussions, report every CCEC business they take part in on the Individual Performance Reports, go to educational programs and SLT meetings, formulate opinions and make resolutions as a Council, hold hearings on the capital plan, zonings, and closures, are responsible for voting on rezoning proposal, complete an annual superintendent evaluation, and hold a Chancellor's town hall every other year.
 - b. Future Calendar Meeting presenters to consider (10 min): The Brooklyn Defender Services (ACS), Advocates for Children (IEP, busing, dyslexia, etc.), Alliance for Quality Education (fighting for state funding): Members agreed to add these as potential guests for members to choose for the upcoming calendar meeting agenda.
 - c. Student member (10 min): To allow for our student member to ask questions or for us to brief her on our main activities this year so far and going forward: Member Yashaira Longras was not present. This item was postponed.
 - d. Collective goals to reach before June 2020 (10 min): Members discussed the following collective goals:
 - i. Increase parent involvement with the CEC: To try to have more parents attend the meetings, members discussed ways in which they can be reached out to, including forwarding invites, reaching out on social media, and announcing the meeting presenter sooner.
 - ii. Encouraging parents to apply for a seat on the CEC.
 - iii. Increase D32 school enrollment: To try to have school secretaries answer the schools' phone lines for families who have questions prior to deciding which school to enroll their child in.
 - e. Utilizing FACE resources to build on stronger CEC32 council partnership: Mr. Wieser proposed two hour trainings, retreats, or workshops for team building among Council members – to know each, other, work with each other, and flush out goals for the CEC. Presently it would be done via Zoom.
 - f. Establishing new committees (e.g.: Funding, Parent Engagement, etc.): At the moment, all committees are in place and active. After the elections at the beginning of the new school year, new committees will be formed.
 - i. Policy Committee: The Policy Committee Chair shared a new objective with the Council for the weeks to come. She looks forward to addressing child abuse at schools, human trafficking happening in the city, and how these experiences are being exacerbated by the school closures and lack of access of children to teachers, guidance counselors, etc. Children victims are not safe at home. Member Wanda Nunez will bring this forward to the Policy Committee to work on crating awareness.
 - ii. Potential Financial Committee: Member Samuel Olivares highlighted that since financial conversations stem from the ability of public officials to provide funding, this may fall under the purview of the Policy Committee so that it may evaluate and track the work of elected officials. Regarding fundraising, the CEC cannot become involved with

fundraising activities, neither can PTA/PAs fundraise for other PTA/PAs. After Hurricane Sandy, rules on the latter were relaxed by the DOE and schools were able to help each other financially. This is something that can be requested by the Presidents' Council to the DOE during the COVID-19 pandemic.

Since the Council did not meet quorum, this conversation was left pending and the following items will be discussed at the next Business Meeting:

- What does the member who proposed a Funding Committee have wish to propose the committee focus on?
- Member commitment to work in the committee

6. New business

- a. Vote after assessing whether the CEC should keep a record of all audio recordings: The Council does not meet quorum to address this agenda item. It will be moved to the next Business Meeting Agenda.
- b. March 2020 make-up meeting: Decide whether to hold the meeting on April 30 or May 7, 2020: A majority of the members expressed via email their preference to hold the meeting on May 7, 2020. Member Martha Bayona will send an email to the Council to determine the guest speaker for the event.
- c. Assessment of PLACE NYC parent survey and the April 20, 2020 NYC Parents Want "No Harm" Grading for Remote Learning press release: The CEC32 was not aware of this survey and was not asked to complete it. The letter does not represent all of the education districts. The letter was received at the CEC32 account and forwarded to the members.
- d. Public comment addressed:
 - i. In discussing PTA/PA meeting, Ms. Jazzy Rivera, President of the Presidents' Council explained that she has created a Google Classroom account for her school's (32K123) PTA/PA to discuss topics such as how parents can submit work in Google Classrooms. She hosted this event with the assistance of the school's principal at 2:30 PM and had about 45 participants. Ms. Rivera has created a survey to gather PTA/PAs availability for monthly meetings and constantly posts information on her Google Classrooms account. She also informed that CPAC wrote a letter to the Chancellor regarding PTA/PA elections and financial reports.
- e. Social-emotional resources may be found in the CEC32.org website.

7. Building of the agenda

- a. Executive session (pending vote): Roles and responsibilities of the CEC32 administrative assistant: In consideration of time, his item will be addressed during the next Business Meeting.
- b. For the upcoming meeting, members are interested in addressing what schools might look like in the Fall and what parents can expect in terms of smaller classes, arranging furniture in the classroom to maintain social distancing, etc., and tis way prevent a second outbreak of the COVID-19. Additionally, members look forward to addressing what will happen to graduation and fees paid. Member Martha Bayona clarified that graduation ceremonies have been suspended and the schools should return fees paid, likely, when schools reopen. In order for students to qualify for graduation, attendance will not be considered. Communications between teachers and students and the work done in Google Classrooms will be taken into consideration. There was still not an update about the DOE's remote learning grading policy.

8. Adjournment: 9:13 PM

APPROVAL OF CALENDAR, AND BUSINESS MEETING MINUTES	January 16, 2020 and February 27, 2020 - Approved [Met Quorum]
NOTE: A draft of all meeting minutes are available within two weeks after the meeting and posted on the Council's website at CEC32.org.	
ADJOURNMENT	Meeting adjourned at 9:13 PM
SUBMITTED BY:	Silvia Belmonte, Administrative Assistant

Approved on: Thursday, May 28, 2020

_____Recording Secretary